



United States Department of State

U.S. Embassy Pristina

April 12, 2023

To: Prospective Offerors

Subject: - Request for INL XKS RoL - KPC Social Media platform, procurement request number:
PR11525311 – A0001

Purpose of this Amendment is to extend the due date for submission of offers.

Enclosed is a Request for Quotations (RFQ) for purchase of INL XKS RoL - KPC Social Media platform for the US Embassy Pristina. If you would like to submit a quotation, please provide a written price quote with details to the following email address: PristinaProcurement@state.gov

The U.S. Government intends to award a contract or Purchase Order to the responsible company submitting technically acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Description of the requested services:

STATEMENT OF WORK

Introduction

The Bureau of International Narcotics and Law Enforcement Affairs (INL) is responsible for the development, supervision, coordination, and implementation of international narcotics control assistance activities and international criminal justice issues for the U.S. Department of State (DOS). INL is mandated to furnish assistance to countries and international organizations in stabilizing post-conflict societies and strengthening democracies through the institutional development of criminal justice systems. INL's authorities are found in Chapter 8, Part I of the Foreign Assistance Act of 1961, as amended. In furtherance of its mandates, INL is working with Kosovan officials in the area of justice reform.

The U.S. Department of State (DoS) Bureau of International Narcotics and Law Enforcement Affairs (INL) at the United States Embassy Pristina has a requirement for a contractor to provide services which will improve and maintain social media platforms and outreach program for Kosovo Prosecutorial Council (KPC).

REQUIREMENTS

Line item 001: Purchase software's and licenses for one (1) year

Quantity: 11 each

Description of requirements

Contractor shall provide software's for

- 1 x Adobe Acrobat Professional,
- 1 x Adobe illustrator,
- 1 x Adobe photoshop and
- 1 x Loomly.

And **licenses** for four software's mentioned above for one (1) year

Line item 002: Provide training for adobe software's.

Quantity: 11 individuals



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Description of requirements

Contractor shall provide a **beginner level training** for social media managers on the use of the software:

- Adobe Acrobat Professional,
- Adobe illustrator,
- Adobe photoshop
- Applications for posting on social media (such as Loomly)

Training shall be in Albanian and Serbian (if applicable).

The trainings should be held in a room equipped with necessary computers/laptops and all officials should be able to engage in practical exercises.

Officials should be equipped with the necessary material in Albanian and Serbian (if applicable).

Line item 003: Provide training for social media platforms

Quantity: 11 individuals

Description of requirements

Contractor shall provide training on advanced usage of social media such as:

- Facebook,
- Twitter,
- LinkedIn,

Line item 004: Provide training for social media platforms – YouTube

Quantity: 4 individuals

Description of requirements

Contractor shall provide training on advanced usage of:

- YouTube channel.

Line item 005: Provide training for photography and camera usage

Quantity: 4 individuals

Description of requirements

Use of professional photography and recording equipment.

The expected result of the trainings:

Gaining knowledge for compiling articles in a form suitable for publication and printing,

Gaining knowledge about creating animations and effects in photographs, etc.,

Gaining knowledge about photo editing, applying filters, photo effects, etc.

Gaining knowledge about publishing materials on social networks,

Gaining knowledge to prepare audience analysis for the use of social networks, etc.,

Gaining knowledge in advertising distribution and audience selection, etc.,

Creation of creative materials that attract public attention,

Gaining knowledge about the publication of all videos on the YouTube channel,

Gaining knowledge about the presentation through live stream of meetings in the prosecutorial system,

Gaining knowledge about the use of equipment - camera (photographing/recording),

Promotion of prosecutorial system activities, transparency for the public.

Line item 006: Create accounts in social media platforms

Quantity: 1 set

Description of requirements

The operator is obliged to open accounts for:

- Facebook,



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- Twitter,
- LinkedIn,
- YouTube channel.

The operator must verify accounts (blue verification) for social networks where that is a possibility. Accounts must be set up and ready for publications.

The operator must provide services at any time required in case of any problem.

Line item 007: Social media outreach program

Quantity: 1 set

Description of requirements

The operator is obliged to maintain and advertise (Boosts) in social media platforms such as Facebook, Twitter and LinkedIn for **one (1) year**.

Contractor should provide an outreach plan to Kosovo Prosecutorial Council on how KPC should reach public, how social media posts will increase the public interest on KPC's page.

Line item 008: Purchase software's and licenses for two (2) years (OPTIONAL)

Quantity: 11 each

Description of requirements

Contractor shall inform INL on the price for licenses for two additional years.

1 x Adobe Acrobat Professional,

1 x Adobe illustrator,

1 x Adobe photoshop and

1 x Loomly.

Line item 009: Social media outreach program (OPTIONAL)

Quantity: 1 set

Description of requirements

Contractor shall inform INL on the price for additional **two (2) years** of services to maintain and advertise (Boosts) in social networks Facebook, Twitter, and LinkedIn for **two (2) years**.

Period of Performance:

The period of performance for this contract is one year with a possibility of extension up to three years.

AWARD TYPE: The Government intends to award a firm-fixed-price Purchase Order for the requirements identified in this RFQ. The price shall include all direct and indirect costs, profit, shipping/delivery charges, export requirements, insurance, etc. The price will not be subject to adjustment after award.

Place of Performance:

Kosovo Prosecutorial Office

Payment will be made by EFT net 30 days in accordance with the Prompt Payment Act and will be processed after receipt of invoice by Financial Management Office and upon receipt, inspection and acceptance of all items included in the purchase order by the US Embassy Pristina.

All vendors have to be registered in the SAM (System for Award Management) <https://www.sam.gov> prior to contract award pursuant to FAR provision 5.207. Therefore, prospective offerors are encouraged to register prior to the submittal of quotations/proposals. The guidelines for registration in SAM are also available at Embassy Web page: <https://xk.usembassy.gov/embassy/pristina/contract-solicitations/>



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With submission of your offer as integral part of this quotation you must include the following attached clauses: 52.204-24 and 25 and 26 by completing the following paragraph (d)1 and (d)2, and in 52.204-26, paragraph (c), where you confirm that your company use or does not use the following companies- citation below. (This document must have the mentioned paragraphs ticked, and each page signed and stamped prior to scanning and returning to us).

52.204-24 Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020)

The Offeror shall not complete the representation at paragraph (d)(1) of this provision if the Offeror has represented that it “does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument” in the provision at [52.204-26](#), Covered Telecommunications Equipment or Services—Representation, or in paragraph (v) of the provision at [52.212-3](#), Offeror Representations and Certifications-Commercial Items.

(a) *Definitions.* As used in this provision—

Backhaul, covered telecommunications equipment or services, critical technology, interconnection arrangements, reasonable inquiry, roaming, and substantial or essential component have the meanings provided in the clause [52.204-25](#), Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

(b) *Prohibition.*

(1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or



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service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Nothing in the prohibition shall be construed to—

(i) Prohibit the head of an executive agency from procuring with an entity to provide a service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Cover telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract or extending or renewing a contract with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract. Nothing in the prohibition shall be construed to—

(i) Prohibit the head of an executive agency from procuring with an entity to provide a service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(ii) Cover telecommunications equipment that cannot route or redirect user data traffic or cannot permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(c) *Procedures.* The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for “covered telecommunications equipment or services”.

(d) *Representation.* The Offeror represents that—

(1) It ☐ will, ☐ will not provide covered telecommunications equipment or services to the Government in the performance of any contract, subcontract or other contractual instrument resulting from this solicitation. The Offeror shall provide the additional disclosure information required at paragraph (e)(1) of this section if the Offeror responds “will” in paragraph (d)(1) of this section; and

(2) After conducting a reasonable inquiry, for purposes of this representation, the Offeror represents that—



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It ☐ does, ☐ does not use covered telecommunications equipment or services, or use any equipment, system, or service that uses covered telecommunications equipment or services. The Offeror shall provide the additional disclosure information required at paragraph (e)(2) of this section if the Offeror responds “does” in paragraph (d)(2) of this section.

(e) *Disclosures.*

(1) Disclosure for the representation in paragraph (d)(1) of this provision. If the Offeror has responded “will” in the representation in paragraph (d)(1) of this provision, the Offeror shall provide the following information as part of the offer:

(i) For covered equipment—

(A) The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the original equipment manufacturer (OEM) or a distributor, if known).

(B) A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and

(C) Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(1) of this provision.

(ii) For covered services—

(A) If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(B) If not associated with maintenance, the Product Service Code (PSC) of the service being provided; and explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(1) of this provision.

(2) Disclosure for the representation in paragraph (d)(2) of this provision. If the Offeror has responded “does” in the representation in paragraph (d)(2) of this provision, the Offeror shall provide the following information as part of the offer:



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(i) For covered equipment—

(A) The entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the OEM or a distributor, if known);

(B) A description of all covered telecommunications equipment offered (include brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); and

(C) Explanation of the proposed use of covered telecommunications equipment and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(2) of this provision.

(ii) For covered services—

(A) If the service is related to item maintenance: A description of all covered telecommunications services offered (include on the item being maintained: Brand; model number, such as OEM number, manufacturer part number, or wholesaler number; and item description, as applicable); or

(B) If not associated with maintenance, the PSC of the service being provided; and explanation of the proposed use of covered telecommunications services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b)(2) of this provision.

(End of provision)



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As prescribed in [4.2105\(b\)](#), insert the following clause:

52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020)

(a) *Definitions.* As used in this clause—

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (*e.g.*, connecting cell phones/towers to the core telephone network). Backhaul can be wireless (*e.g.*, microwave) or wired (*e.g.*, fiber optic, coaxial cable, Ethernet).

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means—

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means—

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled-



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(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;

(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (*e.g.*, connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (*e.g.*, voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

(b) *Prohibition.*

(1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any



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system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR [4.2104](#).

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.

(c) *Exceptions.* This clause does not prohibit contractors from providing—

(1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(d) Reporting requirement.

(1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer, unless elsewhere in this contract are established procedures for reporting the information; in the case of the Department of Defense, the Contractor shall report to the website at <https://dibnet.dod.mil>. For indefinite delivery contracts, the Contractor shall report to the Contracting Officer for the indefinite delivery contract and the Contracting Officer(s) for any affected order or, in the case of the Department of Defense, identify both the indefinite delivery contract and any affected orders in the report provided at <https://dibnet.dod.mil>.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause

(i) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered



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telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

(e) *Subcontracts.* The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (b)(2), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(End of clause)

52.204-26 Covered Telecommunications Equipment or Services-Representation.

As prescribed in 4.2105(c), insert the following provision:

Covered Telecommunications Equipment or Services-Representation (Dec 2019)

(a) Definitions. As used in this provision, “covered telecommunications equipment or services” has the meaning provided in the clause 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

(b) Procedures. The Offeror shall review the list of excluded parties in the System for Award Management (SAM) (<https://www.sam.gov>) for entities excluded from receiving federal awards for “covered telecommunications equipment or services”.

(c) Representation. The Offeror represents that it ☐ does, ☐ does not provide covered telecommunications equipment or services as a part of its offered products or services to the Government in the performance of any contract, subcontract, or other contractual instrument.

Please be advice that US Embassy in Pristina is free of any duties (Customs & VAT).

Quotations are due by April 19, 2023 - COB.

Sincerely,

A/GSO

Benjamin Nzioka